



Sleep Safe

Continuing Site and Gold Medal Program

“Every Indian Child Goes to Sleep in a Home Protected with a Smoke Alarm”

Background:

The ***Sleep Safe*** Program goal is to reduce the rate of fire and burn injuries among American Indian and Alaska Native (AI/AN) children ages 0-5 enrolled in Tribal Head Start Centers participating in the Sleep Safe Program. This goal will be achieved by increasing the percent of operable smoke alarms in homes of AI/AN children participating in the ***Sleep Safe*** Program, providing fire safety educational curricula to Head Start programs to increase awareness among American Indian and Alaska Native families and among childcare providers of children ages 0-5 and promoting community coalition development, community data collection, and community fire safety activism.

This notice solicits letters of interest from current/past ***Sleep Safe*** Program tribal Head Start Centers that are interested in expanding the ***Sleep Safe*** Program in their community. A limited number of Head Starts will be selected to participate in the ***Sleep Safe*** “Gold Medal” site program. Activities include:

- Site Coordinators, plus a team of 3-4 community members, will attend the 2-day training workshop, which will focus on skills required to continue implementing fire safety activities in Head Start Centers and expanding the ***Sleep Safe*** Program into local communities.
- ***Sleep Safe*** Site Coordinators will be asked to participate, by sharing successful program components, in the workshop planned for coordinators.
- These sites will implement program improvements which include installing at least one smoke alarm on every floor of a home and outside/inside each sleeping area, use the services of contractors for smoke alarm installation, and creating partnerships with other programs to expand services to a broader population.

Due to limited funding available for these programs, all letters of interest will be reviewed and selected on a competitive basis. Applications for the ***Sleep Safe*** program and the ***Sleep Safe*** “Gold Medal” program are attached.

Sleep Safe Continuing Site and “Gold Medal” Application

Each Letter of Interest must include the following information:

1. **Brief Description of previous year activities**
 - In-class training sessions/activities conducted for Head Start children (from the Teacher’s and Children’s Guide),
 - Training sessions/activities conducted for parents and/or childcare givers (from the Parent/Childcare Provider’s Guide),
 - Community activities implemented (from the Tribal Partnership’s Guide), and
 - Number and description of smoke alarm installations (e.g., number installed, who installed them, etc).
 - Environmental Health Officer and/or local Injury Prevention coordinator support.
 - Any plans for expanding partnerships or progress towards laws and enforcement.
2. **Examples of Support.** Sites should demonstrate expanded partnerships with IHS/Tribal Environmental Health Sanitarian and other tribal programs. IHS/Tribal Environmental Health Sanitarians have traditionally taken an active role in injury prevention activities in the community. *Sleep Safe* sites should include a letter of support from these or other tribal program staff in their response to this program statement. The letter of support from the Sanitarian should indicate the Sanitarian’s availability to attend the training workshop to be held August 3-4, 2004, in Minneapolis, Minnesota (see additional information below).
3. ***Sleep Safe* Project Coordinator.** Each letter of interest should identify the person who will serve as the Project Coordinator. The Coordinator will be required to attend a 2-day training workshop in Minneapolis, Minnesota, August 3-4, 2004. The coordinator will also be responsible for coordinating the installation of additional *Sleep Safe* smoke alarms provided to the Head Start Center and for monitoring and reporting program progress to *Sleep Safe* Program staff at IHS.
4. **Intention to Expand to the “Gold Medal” Program.** Each Head Start Center should indicate how they intend to expand the program. Some examples could be the use of the Sleep Safe Program Training Module at additional Head Start Center sites, identify 3-4 head start staff/community members to attend the Sleep Safe workshop, use the services of contractors for smoke alarm installation, and creating partnerships with other programs to expand services to a broader population. The additional staff that will attend the workshop will assist the coordinator in the implementation of the program.
5. **Unmet Smoke Alarm Need.** Each Head Start Center should indicate the number of smoke alarms required to address unmet needs at current Head Start Center sites. This will require installing at least one smoke alarm on every floor of a home and outside/inside each sleeping area.
6. **Success Story.** Each Head Start Center should list and describe ways in which the *Sleep Safe* Program was successful during the previous year of the program. This specific description can be a success story or a personal anecdote.
7. **Progress Reports.** All Sleep Safe progress reports were submitted in timely manner.

Deadline:

Letters of Interest must be received at the office designated below by close of business **May 7, 2004**.

Address:

Letters of Interest must be submitted to: Indian Health Service, ATTN: Harold Cully, 5 Corporate Plaza, 3625 NW 56th Street, Room 204, Oklahoma City, Oklahoma, 73112.

Award Notification:

Tribal Head Starts will be notified of their selection by **May 24, 2003**.

Sleep Safe Program Components

Sleep Safe Gold Medal Continuing Site Coordinators Training Workshop: This workshop is scheduled for August 3-4, 2004 in Minneapolis, Minnesota. Costs (airfare, perdiem, lodging) associated with this training session will be covered by the *Sleep Safe* project. All *Sleep Safe* Project Coordinators and identified community members/head start staff will be required to attend this training. IHS/Tribal Environmental Health Sanitarians/Injury Prevention Specialists supporting the *Sleep Safe* Program are encouraged to attend this workshop. Costs for their travel (airfare, perdiem, lodging) will be covered by the *Sleep Safe* project.

Smoke Detectors: Each participating Head Start Center will receive 10-year lithium battery photoelectric smoke alarms. The number of smoke detectors provided to each Head Start site will be based on the identified need for smoke alarms, as described in the Letter of Interest.

Timeline: The *Sleep Safe* Head Start sites will be encouraged to use the training lessons conducted in August to begin their activities during National Fire Prevention Week, October 3-9, 2004. *Sleep Safe* Program activities are expected to continue the program throughout the 2004-2005 school year. All *Sleep Safe* Program smoke alarms provided to Head Start Centers should be installed by the end of the 2004-2005 school year.

March 29, 2004

Dear *Sleep Safe* Program Coordinator,

I would like to thank you for all your efforts to ensure that the *Sleep Safe* Campaign was a success in your community. In early August 2003, you and your Head Start colleagues participated in an innovative program that was tailored to protect children from fire and burn injuries, educate parents and child care givers about injuries and create tribal partnerships in your community.

The opportunity to continue the momentum generated from the fire safety initiative is being extended to the 20 Tribal Head Start Centers that participated in Year V of the *Sleep Safe* Program. This notice solicits letters of interest from current *Sleep Safe* Program tribal Head Start Centers that are interested in expanding the *Sleep Safe* Program in their community. A limited number of Head Starts will be selected to participate in the *Sleep Safe* “*Gold Medal*” site program. “*Gold Medal*” site activities include:

- Site Coordinators, plus a team of 3-4 community members, will attend a 3-day training workshop which will focus on skills required to continue implementing fire safety activities in Head Start Centers and expanding the *Sleep Safe* Program into local communities.
- Several current *Sleep Safe* Site Coordinators will be asked to participate, by sharing success stories, in the *Sleep Safe* workshop planned for 2004.
- These sites will implement program improvements which include installing at least one smoke alarm on every floor of a home and outside/inside each sleeping area, use the services of contractors for smoke alarm installation, and creating partnerships with other programs to expand services to a broader population.

Please take a moment to examine the enclosed information about submitting a Letter of Interest for the *Sleep Safe* campaign. We hope that you will continue to participate in this important endeavor of preventing injuries in your community.

Sincerely,